

KINGDOM OF CAMBODIA
Ministry of Commerce, International Trade Directorate
Department of International Cooperation (DICO)

Trade Development Support Program (TDSP)
(Program ID No: P109648)

REQUEST FOR EXPRESSIONS OF INTEREST
FOR AN INDIVIDUAL CONSULTANT FOR THE POSITION OF
NATIONAL WEBSITE DEVELOPMENT CONSULTANT
(REF: TDSP/2012/081/04)

1. The Kingdom of Cambodia has received financing in the amount of approximately US\$ 15.45 million equivalent, from the Multi Donor Trust Fund, contributed by the European Commission, DANIDA and UNIDO. The fund will be managed by the World Bank as “trustee” to support the “Trade Development Support Program (TDSP)” with the Department of International Cooperation (DICO) of the Ministry of Commerce as the Executing Agency in coordination with other line ministries and stakeholders. The Ministry intends to apply part of the proceeds to payments for goods, works, related services and consulting services to be procured under this project.
2. The DICO, serving as Secretariat to the TDSP, is recruiting an **National Website Development Consultant** who will be working at Cambodia Chamber of Commerce, as the G-PSF Coordinator, recently conducted a survey with private sector in collaboration with Private Sector Working Group (PSWG) Secretariats to collect issues and challenges the business community faces and internal review and consultations with PSWGs and stakeholders concerned.
3. Minimum Required Qualifications
 - Minimum 5 years of recent experience in designing user-friendly, visually-attractive and modern websites (including their graphical components) following web design standards and making appropriate use of Web 2.0 technologies
 - Bachelor degree in Computer Science, IT or related subject; preferably master degree.
 - Expert knowledge of modern website design techniques, including graphical design.
 - Basic knowledge of Internet protocols, databases analyst and design & programming language.
 - Professional in Content Management System Software such Word press, Joomla, Drupal, etc.
 - Be fluent in English or and Khmer will be a great advantage
4. DICO invites expressions of interest from qualified and experienced individual consultants to undertake the above mentioned services which are further detailed in the Terms of Reference for this assignment. The successful consultant will be selected in accordance with the

provisions of Section V, under the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011.

In order to support the early stages of development, the DICO is recruiting a **National Website Development** on a Lump sum basis and The Consultant will complete the assignment above over a period of no longer than 12 weeks.

5. Deliverables

The Consultant will be responsible for the completion of the following deliverables:

- A. Inception Report describing the approach and methodology to carrying out the assignment and propose timeframe.
 - B. Develop and design website in consultation with CCC following description in sections above.
 - C. Train and provide operating manual/instructions for the website.
 - D. Handed over all relevant source and materials to CCC for their proprietary ownership.
6. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference (TDSP/2012/081/04). Interested consultants must provide their updated curriculum vitae, indicating personal and technical skills, academic qualifications, experience in similar assignments, and experience in Cambodia and/or other developing countries along with the names of at least three (3) referees with contact information (e-mail address, telephone or fax numbers). Expressions of Interest may be submitted electronically followed by the submission of a hard copy as well. If it is submitted in hard copy, consultants must also provide an electronic copy.
7. Consultants may obtain copies of the detailed Terms of Reference (in English) for the assignment from the address below during office hours from 8:00 to 11:30 and from 14:00 to 17:00 hours, Monday through Friday.
8. Expressions of interest must be submitted to the address below on or before **22 September 2014 (before 17:00 hours)**.

**The Department of International Cooperation (DICO)
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